

Land Bank Commission Minutes

MEETING DATE: January 16, 2013 (Regular Meeting)

The meeting was called to order by Andrew Francis at 11:45 a.m. at the Willie Hinton Neighborhood Resource Center.

COMMISSIONERS ABSENT:

Commissioner Corey Thomas
Commissioner Odessa Darrough
Commissioner Frances Frazier

COMMISSIONERS PRESENT:

Commissioner Susan Chan
Commissioner Willis Smith
Commissioner Hillis Schild
Commissioner Grace Blagdon
Commissioner Hollie Hutchison
Commissioner Kenyon Lowe
Commissioner Andrew Francis
Commissioner Jarrod Woodley

BOARD MEMBERS AND STAFF

Brittany Jefferson, Redevelopment Administrator
Andre Bernard, Director of Housing and Neighborhood Programs
Amy Fields, Deputy City Attorney

DECLARATION OF QUORUM

Quorum

ELECTION OF OFFICERS

Commissioner Chan made a motion to nominate Andrew Francis to serve a second term as Chair and Hillis Schild to serve a second term as Vice-Chair. Commissioner Smith seconded. All approved. Motion carried.

APPROVAL OF MINUTES-

Motion made to approve the December 2012 Meeting Minutes and it was seconded. Motion carried.

STAFF REPORTS –

Financial Report- General Fund (1): is \$94,276.05; CDBG: \$11,613.37; New CDBG Allocation: \$133,170.00.

Property Inventory- The Land bank program has seventy-two (72) properties in inventory, plus the eighty-one (81) lots of the Rolling Pines Subdivision. A total of twenty-seven (27) properties have title insurance and are available for transfer and development. Title policies are being processed on five (5) additional properties.

City lien foreclosure report- A hearing is to be set for 3415 and 3419 West 14th Street. A Motion for Default Judgment was filed on December 18, 2012 for 1705 Cedar Street. Land Bank Staff successfully bid on the property at 1805 S. Cedar at the Commissioner's Sale. The City Attorney's Office has forwarded all sale documents and the Commissioner's Deed to the court administrator for filing.

Quiet Title – Thirteen files have been submitted to the City Attorney's Office for quiet title. Five (5) quiet title actions have been completed. A hearing for three (3) properties is set for February 20, 2013. The City Attorney's Office is preparing the remaining five (5) files for filing.

Purchase Property- Title work has been ordered for one (1) prospective purchase property located at 1219 South Park.

Donation Property- Awaiting mortgage release on one (1) prospective donation property at 808 Brown Street.

NSP2 Report:

- The Consortium has expended a little over \$9.2 million as of January 16, 2013. They are expending Program Income to finish the ongoing projects.
- The City of Little Rock has 1 property under construction right now 3411 W. 10th Street. The City has one property for sale at 1900 S. Johnson Street.
- Little Rock Housing Authority has 4 units under construction. The LRHA has 5 single family units that are for sale at 1006 Rice Street, 1500 S. Valmar, 1511 S. Cedar, 1411 S. Cedar, and 1012 Booker.
- Better Community Developers are completing the punch list items with contractor on the Empowerment Center. It is about 99.9% complete.
- Habitat for Humanity- has 2 properties under construction: 2920 Maryland and 2520 W. 13th Street.

JOINT COMMITTEE REPORT-

Staff discussed the realtor contract negotiations; Staff discussed the 2013 City Lien Foreclosure Acquisition Strategy and will have a City Lien Foreclosure Focus Zone Map created based on Commissioners' input. **Staff to provide List of Priority 1 Unsafe Vacant Structures and a City Lien Foreclosure Focus Zone Map**

Commissioner Schild suggested obtaining a community study performed by Better Community Development, Inc. Commission discussed the potential rehabilitation cost for the historic structure at 1701 Dennison. Staff to provide an update on the cost for an architectural review.

OLD BUSINESS-

Rolling Pines Survey/ Plat Project and Subdivision Plan –The engineering firm has obtained clearance by three (3) of five (5) utility companies. Once approved by the Planning Commission and Subdivision Administrator, the final plat will be filed. Commissioner Francis requested the date the final plat will go before the Planning Commission. A Subdivision Plan is being executed by the Public Works Department to install streetlights, street signs, and barricades. Completion expected by mid-February.

NEW BUSINESS-

Realtor Services for Land Bank Properties –Kerrie Joiner of Century 21 United, agreed to list available Land Bank properties on the MLS and post signage pursuant to the City's real estate contract. Based on negotiations, Ms. Joiner will be forwarding listing agreements with a 4% buyer's commission, rather than a flat fee buyer's commission.

Arkansas Democrat Gazette – Request for Notification Letters – Staff handed out Request for Notification Letters sent to each Commissioner from the Arkansas Democrat Gazette, which requested prior notification of all scheduled or special meetings held by the Land Bank Commission. In response to the letter, Staff emailed the 2013 Regular and Joint Committee Meeting schedules to all noted Democrat Gazette personnel.

PROJECTS-

City Acquisition of Homes Near New Children's Library – Andre Bernard informed the Commission that the first set of property acquisition by the Parks and Recreation Department will be before the Board of Directors on January 22, 2013. If the properties are to be acquired by the Land Bank, the Land Bank will have to cover moving expenses and rehab using HOME funds.

ANNOUNCEMENTS-

Land Bank Commission 2012 Annual Report – February 2013

CITIZEN COMMUNICATION

Adjourn